

# What Choices Do I Have for Temporary Relocation?

LIBBY #3



As a participant in the residential cleanups, you may be away from your home for one or more weeks. You have several options for temporary relocation during that time period. EPA will pay for whichever option is the easiest for you, following the guidelines outlined below.

- **Staying in a Libby Motel.** EPA has a contract at the Sandman Motel and Venture Inn in Libby. Under the terms of our contract, the motel you will be assigned will be based on the number of people in your family that are being relocated. Families of one or two people will be assigned to the Venture Inn, while families of three or more people will be assigned to the Sandman. The Venture Inn has standard rooms. Each room at the Sandman is equipped with a microwave and a refrigerator. If you stay at either of these motels, you will have no out of pocket expenses for lodging.
- **Staying in Another Hotel.** If you want to stay in another Libby hotel or in another city during your relocation, EPA will pay up to a maximum of \$55 per night, the government rate allowed for Libby. If your chosen hotel is more expensive, you must pay the difference. Allowable hotel taxes are based on the \$55 maximum per night rate or will be reimbursed in full for amounts less than \$55 per night. To get reimbursed for your stay, you need to submit your receipt to EPA (see the handout *How Do I Get Reimbursed*) after your return.
- **Staying in a Small Apartment.** If you would like to stay in a small apartment in Libby, EPA knows of a couple that are available. EPA will pay up to a maximum of \$55 per night, the government rate allowed for Libby. To get reimbursed for you stay you need to submit receipts. This must be arranged with the CIC in advance.
- **Staying with a Friend or Relative.** If you desire, you may stay with a friend or relative, either in Libby or another city. However, government accounting rules do not allow you to receive a lodging payment for this option.
- **Staying in an RV Park.** You may also stay in an RV park during your relocation. If you choose this option, you will be reimbursed for lodging expenses, up to the \$55 per day maximum. These expenses include: parking fees, fees for connections, use and disconnection of utilities, electricity, gas (for stoves or heat, not for traveling), water and sewage, bath or shower fees and dumping fees.

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## **Miscellaneous Guidelines**

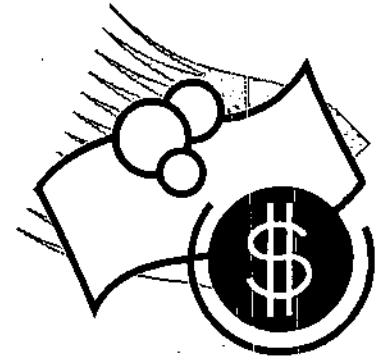
- Cleanup schedules are variable and residents must be cautious when making out-of-town reservations. Residents must make sure that rooms can be cancelled without additional charges because **the resident will only be reimbursed for lodging and per diem costs incurred during EPA's activities**. The government will not reimburse down payments made on out-of-town hotel rooms.
- Relocated residents must leave a contact number if they leave Libby. The government will keep these residents informed as needed of the project schedules affecting their relocation.
- For their own safety, residents who are relocated are NOT allowed to return to their property unless given permission by a government representative. If the resident returns to their property without prior approval, their relocation agreement with the government will be nullified.
- Other lodging costs (such as long distance telephone calls, pay-per-view movies, etc.) are your responsibility and will NOT be paid by EPA. Please refer to the handout *What About Meals and Other Expenses* for details on expenses that will be reimbursed.

**REMEMBER:** It is very important to let us know which option you would like. You can either tell us when we interview you, or you can call the on-site Community Involvement Coordinator at 293-1701 (cell). Please leave a message if you do not reach someone in person.

**Note:** You will be liable for damage to hotel rooms. EPA will not reimburse you for this.

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# How Do I Get Reimbursed for My Expenses?



You will be eligible for reimbursement of lodging, meals, kenneling, and other incidental expenses incurred while you are out of your home. Before you are relocated, the Community Involvement Coordinator (CIC) will work with you to complete the forms necessary for you to be reimbursed.

The information we will need includes:

- Your **name, address, and social security number** (necessary for payment by government check).
- **Deposit information** for your checking or savings account to allow direct deposit (if you agree).
- The **location** where you stayed (a receipt is required for a non-contracted motel or a RV park). A copy of a lease agreement is also required if you are renting a house, apartment, or cabin during your relocation AND this arrangement must be **AGREED UPON WITH EPA IN ADVANCE**.
- The **number and ages** of people who were relocated.
- The **number of rooms** provided and the identification of people in each room.
- The **dates** you were required to be relocated because of EPA's activities.
- The **times** you left your home and were authorized by EPA to return.
- Any **kenneling costs** (receipts required).
- Receipts for any other **incidental expenses** (with advance approval only).

You will be reimbursed, by government check, for the total amount of allowable expenses incurred. Our goal is to issue a check to you within 30 days of submittal of your expenses to EPA. Signing up for direct deposit of your expense check helps speed reimbursement.



**REMEMBER:** If you have any questions about which expenses are reimbursable, please call the on-site Community Involvement Coordinator at 293-1701 (cell). Please leave a message if you do not reach someone in person.

# **Project Organization Chart**

## **Libby Asbestos Superfund Site**



### **U.S. Environmental Protection Agency (EPA)**

**Responsible for overall implementation and completion of investigation, cleanup, and restoration activities**



### **John A. Volpe National Transportation Systems Center (VOLPE)**

**Responsible for:**

- **Management of Cleanup Contractor**
- **Construction Management**
- **Design Support**



### **Camp Dresser & McKee (CDM)**

**Responsible for:**

- **Investigative field work**
- **Community relations**
- **Engineering design**
- **Construction oversight**
- **Planning documents**
- **Air sampling**
- **Laboratory management**
- **Data management and geographic information systems (GIS)**



### **Other Cleanup/ Restoration Contractors**

**Responsible for:**

- **Cleanup activities (vermiculite and soil)**
- **Restoration activities (plants, lawn, etc)**

# Description of Project Team Members

## EPA

The U.S. Environmental Protection Agency (EPA) is mandated by Congress to administer and enforce environmental laws. The Agency currently administers ten comprehensive environmental protection laws. EPA implements the Federal laws by protecting our Nation's air, water, and soil from harmful pollution based on the best available scientific information. EPA strives to integrate a variety of research, monitoring, standard-setting, and enforcement activities. As a complement to its other activities, EPA coordinates and supports research and anti-pollution activities of state and local governments, private and public groups, individuals, and educational institutions. EPA also monitors the operations of other Federal agencies with respect to their impact on the environment. In Libby, the EPA team believes our reputation is earned not only by what we do, but by how we do it. In short, good relationships with the people we serve, and with those who share our mission, are extremely important. Involving the community, individuals, businesses, and state and local governments is essential in protecting human health and managing environmental risks.

## Volpe

As an internationally recognized center of transportation and logistics expertise, the John A. Volpe National Transportation Systems Center (Volpe) carries out the U.S. Department of Transportation's (DOT) mission of ensuring a fast, safe, efficient, and convenient transportation system that meets vital national interests and enhances quality of life. The Center supports DOT's strategic goals of Safety, Mobility, Global Connectivity, Environmental Stewardship, and Security. The Volpe Center contracts two-thirds of its work to the private sector, and is funded entirely by its customers, which include federal, state, local and international entities. As part of its Environmental Stewardship strategic goal, the Volpe Center provides environmental engineering and cleanup expertise to various Federal clients. Since 1999 the Volpe Center has been supporting EPA Region 8's Emergency Response and Remedial Programs. As requested by EPA Region 8, the Volpe Center and their environmental consultant CDM, were the first team on site in November 1999 to respond to the crisis in Libby.

## CDM

CDM is a global, full-service consulting, engineering, construction, and operations firm. The federal contracting entity for the CDM organization focuses expertise on remediation, waste management, water resources, pollution prevention, operations and maintenance, construction management, and environmental compliance. Our involvement and investment in the communities in which we work strengthens our relationships with those communities, builds our understanding of their needs, and demonstrates our shared commitment to improve the quality of life for all of us. While CDM is a global firm, we are also a local firm to each community that we serve and we have a genuine interest in each community's unique needs.

## Other Cleanup and Restoration Contractors

Cleanup and restoration contractors are responsible for the cleanup and restoration of all properties. Beginning in 2004, the cleanup contractor will be responsible for the removal of vermiculite from the interiors of homes as well as vermiculite in the soil outside the home. When cleanup occurs, the remediation contractor will be responsible for replacing soil from areas that were excavated. All restoration of plants and seeding of lawn areas will be the responsibility of a restoration (landscape) contractor. Both contractors will perform their work under the oversight of CDM and approval of Volpe and EPA. The contractors are selected by Volpe under a competitive bid process for a specific period of time.